

FOUNDATIONS IN INDUSTRY TRAINING (FIT) GRANT PROGRAM

Clear Career Pathways to Success



Photo courtesy of Pennsylvania College of Technology

FOUNDATIONS IN INDUSTRY TRAINING (FIT) GRANTS

The Pennsylvania Department of Community and Economic Development (DCED) Foundations in Industry Training (FIT) Grant Program provides financial support for registered apprenticeships.

Apprenticeships provide job seekers with a structured career pathway that enables them to concurrently earn money and acquire skills. Registered apprenticeships are part of a workforce development model that enables employers to provide customized training developed to address their talent needs.

ELIGIBLE APPLICANTS

DCED will accept grant proposals from sponsors representing an employer or consortium of employers and includes:

- A Single Employer
- Employer Consortiums
- Workforce Development Boards
- Economic Development Organizations
- Labor Organizations
- Local Career Technical Education Institutions
- Post Secondary Institutions
- Community Organizations or Associations

ELIGIBLE USES

Eligible expenses must be related to instruction that complements on-the-job learning and may include:

- Salary of an in-house instructor(s) for actual hours in training that complements on-the-job learning
- Costs of books and training materials
- Contracted professional services directly related to the academic competency that apply to the job of each apprentice
- General education requirements towards a college degree and credit courses towards completion of degree work directly related to the apprenticeship
- Sustaining training that complements on-the-job learning included in existing apprenticeship programs

CONTACT

Gwen Ross, Director of Workforce Initiatives
Business Financing and Workforce Development
gwross@pa.gov

FOUNDATIONS IN INDUSTRY TRAINING (FIT) GRANT PROGRAM

Clear Career Pathways to Success

FREQUENTLY ASKED QUESTIONS

Does the pre-apprenticeship/apprenticeship program need to be registered with the PA Department of Labor and Industry's Office of Apprenticeship (ATO) prior to applying for grant funding?

Yes, prior to applying for the grant, the apprenticeship program needs to be registered. A copy of the certificate of registration needs to be attached to the application.

How do I register my pre-apprenticeship/apprenticeship program or check to see if my program is registered?

Please fill out the form at the link below to start the process of learning more about apprenticeship or pre-apprenticeship and how to build a program. Once your information is received, expect to receive notice from the ATO within 3 business days to schedule an upcoming info session that happens on Friday mornings.

If you are interested in registering an **apprenticeship program**, [submit the Registered Apprenticeship Info Request form](#).

If you are interested in registering a **pre-apprenticeship program** (and you have an affiliated Registered Apprenticeship program sponsor), submit the [Pre-RA Information Request form](#).

Do participants in the pre-apprenticeship program need to be employed?

No, but the participants do need to be on a pathway that leads to employment. Pre-apprenticeship programs need to be registered with the ATO and lead to continuing education, a registered apprenticeship program or employment.

Are matching funds required?

Matching funds are not required; however, proposals that include matching funds will be given higher priority.

Is there a cap on funds to be requested?

Total funding requested cannot exceed the cap of \$3,000 per apprentice per year for up to three years. Costs incurred above this amount are the responsibility of the employer. [See program guidelines for more information](#).

Who is eligible to apply?

Any sponsor operating an apprenticeship program in the commonwealth, irrespective of whether the sponsor employs the apprentice, is eligible to apply. Sponsors include: a single employer, employer consortiums, workforce development boards, economic development organizations, labor organizations, local career technical education institutions, post secondary institutions, and community organizations or associations. Group models are highly encouraged.

How do I apply?

Applications will be accepted and evaluated on an ongoing basis with awards made to eligible applicants for as long as funds are available. Grantees can request funding for up to three years in the request. To apply for funding, the applicant must submit the electronic on-line PA Department of Community and Economic Development Single Application for Assistance located at dced.pa.gov/singleapp.

Is there a deadline to apply?

Applications will be accepted and evaluated on an ongoing basis with awards to be made to eligible applications for as long as funds are available.

What are eligible expenses?

Eligible uses of funds are expenses related to instruction that complements on the job training, delivering the technical as well as academic competencies that apply to the job. [Please see the guidelines for a detailed list of eligible expenses](#).

If successful, how will funds be disbursed?

Funds will be disbursed on a reimbursement basis.